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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Projects Review Committee  
 THROUGH: Executive for Administration & Management  
 FROM : Assistant Director, ORE  
 SUBJECT: Additional Funds for [redacted] Work on NIS Program.

DATE: DEC 22 1948

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REFERENCE: Memorandum from Assistant Director, ORE, to Executive for Administration & Management, same subject, dated 23 August 1948.

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1. The staff of [redacted] has reported that funds available for [redacted] work on the NIS Program will be used up by mid-January. This situation requires early consideration by the Projects Review Committee regarding additional funds for the remainder of this fiscal year.

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2. Reference memorandum estimated a [redacted] deficit for fiscal year 1949 of \$92,000. However, the current estimate indicates a deficit of \$132,500, which is based upon the following calculations:

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Balance CIA funds 30/11/48	\$ 33,000
Balance appropriated funds 30/11/48	<u>7,500</u>
 Total funds available bal. 1949	\$ 40,500
 Estimated payroll 1/12/48 - 30/6/49	\$168,000
Other obligations 1/12/48 - 30/6/49	<u>5,000</u>
 Total estimated expenditures bal. 1949	\$173,000
 Total funds available 1949	<u>40,500</u>
 Estimated deficit bal. 1949	\$132,500

3. The increase in estimated deficit is due to several factors listed below:

a. During the first five months of fiscal year 1949, more CIA funds were used than estimated for the following reasons:

- 1) filling of higher grade positions to meet editorial requirements
- 2) more man hours on NIS work than anticipated (as a result of slow up in AMS projects with only an average of \$300 per pay period on AMS work, as opposed to an estimated \$770)
- 3) absence in previous estimates of other obligations, such as purchase of supplies, etc.

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b. Increase in estimated payroll to provide higher grade positions for editorial work.

c. Inclusion of other obligations for remainder of fiscal year 1949 (\$5,000).

d. Increased capabilities to work on NIS requirements through shelving of major part or all of possible AMS requests (for which a balance of \$17,000 of AMS funds remains on [REDACTED] books). 25X1C

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4. As indicated in basic reference, the present sustained capabilities of [REDACTED] are barely sufficient to meet minimum NIS requirements. It is necessary, therefore, to continue [REDACTED] activities at their present level which averages each month the production of two preliminary gazetteers and the name processing of two base maps. In addition, the editorial staff of [REDACTED] is charged with [REDACTED] name editing of all JANIS and NIS material. This requires the full utilization of the additional capabilities mentioned in paragraph 3d. 25X1C

5. In view of the above considerations, it is requested that the Projects Review Committee approve the sum of \$132,500 from CIA funds for [REDACTED] work on the NIS Program during the remainder of fiscal year 1949. 25X1C

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*for*



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